



***New Jersey Office of Attorney General***  
Division of Consumer Affairs  
Legalized Games of Chance Control Commission  
124 Halsey Street, 6th Floor, P.O. Box 46000  
Newark, New Jersey 07101  
(973) 273-8000

## **Instructions for Filing the Bingo Report of Operations**

Pursuant to N.J.A.C. 13:47-9.1, licensees are to file a report of operations with the Legalized Games of Chance Control Commission (“Commission”) no later than the 15th day of the calendar month immediately following the calendar month in which the licensed activity was held, operated or conducted.

You may download this report and complete ALL of the entries for each occasion(s) relating to the conduct of bingo. Once completed, a member/officer shall certify that he/she has reviewed the report and that the information provided is true, accurate and complete. This will require the person to state his/her name and title, and sign the document before a notary public.

Bingo Report of Operations completed must be mailed to the Legalized Games of Chance Control Commission, P.O. Box 46000, Newark, New Jersey 07101.

However, for your convenience, we offer the ability to file reports electronically via e-mail. To employ this option, you must do a “SAVE AS” of the report, and place it onto your personal computer. Complete the report by using the “TAB” key to maneuver through each field.

Upon completion, the member/officer shall certify by placing a check in the box provided, that he/she has reviewed the report and that the information provided is true, accurate and complete. Subsequently, the person must state his/her name and title. Reports that are not properly certified will be sent or e-mailed back.

Bingo Report of Operations completed online must be e-mailed to the Commission at [PetermanA@dca.lps.state.nj.us](mailto:PetermanA@dca.lps.state.nj.us) .

It is recommended that you maintain a copy of all reports as part of the organization’s records.



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## Bingo Report of Operations

Please print clearly.

Identification number \_\_\_\_\_

Municipality \_\_\_\_\_ License number \_\_\_\_\_

Name of licensee \_\_\_\_\_

Organization \_\_\_\_\_

Street address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

ZIP code \_\_\_\_\_

Location of games \_\_\_\_\_

This report, as required by N.J.S.A. 5:8-37 and N.J.A.C. 13:47-9, must be filed with the Legalized Games of Chance Control Commission no later than the 15th day of the month following the conduct of the game(s) of chance.

**Occasion 1**      Date \_\_\_\_\_      Time \_\_\_\_\_      Number of players \_\_\_\_\_

1. Regular games sales	\$ _____	9. Regular games payout	\$ _____	16. Rentals	\$ _____
2. Special games sales	\$ _____	10. Special games payout	\$ _____	17. Supplies/equip.	\$ _____
3. 50/50 Bingo games sales	\$ _____	11. 50/50 Bingo games payout	\$ _____	18. Comp. Workers	\$ _____
4. Multicolor games sales	\$ _____	12. Multicolor games payout	\$ _____	19. Total expenses	\$ _____
5. Progressive games sales	\$ _____	13. Progressive jackpot/cons.	\$ _____		
6. Predraw games sales	\$ _____	14. Predraw payout	\$ _____		
7. Electronic hand-held sales	\$ _____				
Adm. cards	\$ _____				
8. Total sales	\$ _____	15. Total payout	\$ _____	20. Net proceeds	\$ _____

**Occasion 2**      Date \_\_\_\_\_      Time \_\_\_\_\_      Number of players \_\_\_\_\_

1. Regular games sales	\$ _____	9. Regular games payout	\$ _____	16. Rentals	\$ _____
2. Special games sales	\$ _____	10. Special games payout	\$ _____	17. Supplies/equip.	\$ _____
3. 50/50 Bingo games sales	\$ _____	11. 50/50 Bingo games payout	\$ _____	18. Comp. Workers	\$ _____
4. Multicolor games sales	\$ _____	12. Multicolor games payout	\$ _____	19. Total expenses	\$ _____
5. Progressive games sales	\$ _____	13. Progressive jackpot/cons.	\$ _____		
6. Predraw games sales	\$ _____	14. Predraw payout	\$ _____		
7. Electronic hand-held sales	\$ _____				
Adm. cards	\$ _____				
8. Total sales	\$ _____	15. Total payout	\$ _____	20. Net proceeds	\$ _____

**Occasion 3**      Date \_\_\_\_\_      Time \_\_\_\_\_      Number of players \_\_\_\_\_

1. Regular games sales	\$ _____	9. Regular games payout	\$ _____	16. Rentals	\$ _____
2. Special games sales	\$ _____	10. Special games payout	\$ _____	17. Supplies/equip.	\$ _____
3. 50/50 Bingo games sales	\$ _____	11. 50/50 Bingo games payout	\$ _____	18. Comp. Workers	\$ _____
4. Multicolor games sales	\$ _____	12. Multicolor games payout	\$ _____	19. Total expenses	\$ _____
5. Progressive games sales	\$ _____	13. Progressive jackpot/cons.	\$ _____		
6. Predraw games sales	\$ _____	14. Predraw payout	\$ _____		
7. Electronic hand-held sales	\$ _____				
Adm. cards	\$ _____				
8. Total sales	\$ _____	15. Total payout	\$ _____	20. Net proceeds	\$ _____



